



Kansas Department of Health and Environment

Long Term Care Program

FACT SHEET II

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Fact Sheet II is published by the Kansas Department of Health and Environment and sent to all assisted living, residential health care, adult day care and home plus facilities. This newsletter provides important up-to-date information concerning the health care industry.

Semi-Annual Report

Enclosed with this Fact Sheet is the Long Term Care Semi-Annual Report for the 6 month reporting period of January 1 through June 30, 2001. **THE DEADLINE FOR FILING THIS REPORT IS July 16, 2001.** This report shall be filed with the Bureau of Health Facilities, Kansas Department of Health and Environment. All **NURSING FACILITIES, ASSISTED LIVING FACILITIES, RESIDENTIAL HEALTH CARE FACILITIES, NURSING FACILITIES FOR MENTAL HEALTH, and INTERMEDIATE CARE FACILITIES FOR THE MENTALLY RETARDED** are required to complete this report by indicating resident and employee data for the six month period January 1 - June 30, 2001. It is imperative that we receive your report by July 16 as the Bureau of Health Facilities will be moving on August 6 to a new location.

Refer questions regarding this form to Sandra Dickison, Long Term Care Program, Bureau of Health Facilities, (785) 296-1245.

Bureau to Move

The Bureau of Health Facilities plans to move to its new location the week of August 6, 2001. All phone numbers for the bureau will remain the same. The address will be 1000 SW Jackson, Suite 330, Topeka, Kansas 66612-1365.

Physician Orders for Medications

KSA 28-39-247(e)(1) states that all drugs and biologicals administered by the facility or preselected by a licensed nurse shall be ordered pursuant to a written order issued by a physician.

There are a number of ways written physician orders may be placed in the resident's clinical record. The physician may write the order on a physician order sheet either in the facility or transmit the written order by mail or by FAX. The physician may telephone the facility and give a verbal order to a licensed nurse. The licensed nurse would then prepare a telephone order document, place a copy of the order on the resident's clinical record and mail or take the original to the physician for a signature. Upon receipt of the form with the physician's signature, remove the copy and replace with the signed order. Some physicians will write a drug order on a prescription form and send or have the form delivered to the facility. If the prescription includes the name of the resident, name, dosage and administration directions for the drug, this can be placed in the resident's chart as the physician's order.

In the event the physician calls a pharmacist or the resident or family member takes the prescription directly to pharmacy, a licensed nurse must contact the physician for an order to administer. Staff cannot administer medications to a resident based on a label found on a prescription bottle.

Bureau Launches Provider Directory on the Web

The Bureau of Health Facilities recently launched a new web site which makes its directories of regulated health care providers available over the internet. The address of the site is: <http://www.kdhe.state.ks.us/bhfr/index.html> As Kansas law (K.S.A. 21-3914) restricts the commercial use of names and addresses contained in or derived from public records, users of the directories are asked to read and agree to the permissible uses of the information before access is granted.

The directories provide general information such as facility name, address, telephone number, and administrator name for the 1400 health care providers that KDHE's Bureau of Health Facilities regulates. For hospitals, nursing homes (including mental retardation/mental health facilities), assisted living facilities, residential health care facilities, boarding care homes, home plus facilities and adult day care facilities, information is also provided about the number and type of beds. Other kinds of health care providers listed in the directory include ambulatory surgical centers, home health agencies, hospices, dialysis facilities, rural health clinics, rehabilitation clinics and portable x-ray service providers. Directory information will be updated approximately the first of every month.

Narrative material accompanies the directories and defines the types of providers in the directory and provides other explanatory information. Summary bed count information is also provided for long term care facilities and hospitals. Questions or comments about the directories should be directed to George Dugger at KDHE.

Health Occupations Credentialing Update

Criminal Background Check Program - Legislative Update - Senate Substitute for HB 2067 amends the laws concerning the employment of persons by adult care homes and home health agencies by adding *attempt* to commit, *conspiracy* to commit, and *criminal solicitation* to commit to the list of crimes for which conviction would bar a person from employment by an adult care home or home health agency. Access to Kansas Bureau of Investigation (KBI) criminal records is limited to the information specifically needed, i.e., any felony, misdemeanor sexual battery, and mistreatment of a dependent adult. Upon the request of an operator (of an adult care home or home health agency) for the criminal record check on an applicant for employment, the information must be provided within three business days after receipt of a report from the KBI. A report is made regardless of whether a criminal history was found or not, or when further confirmation regarding criminal history record information is required from a Kansas court or the Kansas Department of Corrections. This will result in a considerably higher volume of mailings which will include confidential information. The confidential information (record) may only be shared with the person who is the subject of the request. Violation is an 'unclassified misdemeanor' punishable by a fine of \$100.

The Criminal Background Check (CBC) program had a big increase in requests over the past few months. This year has shown a steady increase of about 15% over last year. As of June there have been 462 prohibitions issued since the program's implementation (July 1, 1998).

Kansas Nurse Aide Registry - More than **32,000** records for certified nurse aides, certified medication aides, and/or home health aides have been updated because of the employment verification information provided to KDHE. This has helped keep aides eligible for employment without delays in submitting documentation of employment or the skills competency verification. "Thank you" to all the facilities who have contributed this information. This is a tremendous improvement over past years.

Certified Nurse Aide Instructor Applicants - Securing instructors for CNA courses can be challenging. HOC staff assessed the problem and looked at alternatives for meeting the required experience in long-term care. Some registered nurses have geriatric long-term care experience which may count toward the requirements to become a CNA instructor, but it is not specifically in an adult care home. Now an instructor applicant may have their previous employer complete a form that verifies the type of nursing clients and nursing service they provided. Applicants still complete an initial application form and then request any previous employers complete the

"Alternative Practice Setting Experience" form. The forms are evaluated and if approved, the experience in that facility may be applied toward the required 12-month full-time experience in long-term care. The "Alternative Practice Setting Experience for CNA Instructor Applicants" may be obtained upon request by calling (785) 296-0059 or e-mail fbreedlo@kdhe.state.ks.us

Candidates for Nursing Home Administrator Test - The number of Kansas candidates taking the national test for nursing home administrators has decreased. Forty candidates took the test in 2000. That number is down 25% from the number who took the test in 1999 (53) and down 35% from a four-year average of 61. As a result of concern voiced to the board and by the Board of Adult Care Home Administrators, a group has formed to examine the issue along with reviewing the Administrator-in-Training program.

New Sites for CNA and HHA Tests - Beginning July 1, 2001, the locations at which CNA and HHA tests are administered will be slightly different. In response to the concern for adequate availability of testing locations, all state community colleges and vocational/technical colleges and schools were invited to enter into agreements with the department to administer tests. As of this publication, there have been 26 entities that have entered into agreements to provide testing. This adds 11 locations. Thank you to those newly added testing service providers! This began as a "pilot" project, but it soon became apparent that executing it as a policy would improve services to the candidates more quickly. A new test schedule will soon be available. The agreements are still being finalized. Locations for testing are (new locations are in **bold**): **Atchison** (Northeast KTC), **Arkansas City** (Cowley County CC), **Burlingame** (Allen County CC), **Chanute** (Neosho County CC), **Coffeyville** (Coffeyville CC), **Colby** (Colby CC), **Concordia** (Cloud County CC), **Dodge City** (Dodge City CC), **El Dorado** (Butler County CC), **Ft. Scott** (Ft. Scott CC), **Emporia** (Flint Hills TC), **Garden City** (Garden City CC), **Goodland** (Northwest KTS), **Great Bend** (Barton County CC), **Hays** (North Central KTS), **Hutchinson** (Hutchinson CC), **Independence** (Independence CC), **Iola** (Allen County CC), **Kansas City** (Kansas City KCC), **Liberal** (Southwest KTS and **Seward County CC**), **Overland Park** (Johnson CCC), **Parsons** (Labette County CC), **Pratt** (Pratt CC), **Salina** (Salina Area TS), **Topeka** (Kaw Area TS), **Wichita** (Wichita Area TC).

Medication Aide Program Revision - Curriculum and test development for the medication aide program is progressing. Edits are being made to the first draft of the curriculum. Staff is reviewing recommendations and attempting to craft a document that is useful and provides the level of complexity in training appropriate for the 60-hour certified medication aide program. The first draft of the test questions is ready for comparison to the curriculum. The regulations, policies and procedures are also being reviewed. If you have suggestions for the revision of the program, please contact Martha Ryan at 785-296-0058 or mryan@kdhe.state.ks.us.

Certified Nurse Aide Skills Competency Checklist - The certified nurse aide skills competency checklist is being reviewed. The current checklist was sent to 36 entities with a cover memo requesting feedback/recommendations. The feedback/recommendations will be used to develop models which will be presented to the HOC advisory group. The next scheduled meeting is June 29, at the KNEA Building, Topeka, beginning at 9:30 a.m.

Resources for Quality Care

- **Clinical Practice Guidelines on the Prevention and Management of High Cholesterol in Adults**

On May 15, the **National Heart, Lung and Blood Institute** issued major new clinical practice guidelines on the prevention and management of high cholesterol in adults (also known as the **Adult Treatment Panel (ATP) III**). To help implement the guidelines, a patient brochure, a 10 year heart attack risk calculator, an Live Healthier, Live Longer Web site, is available at <http://www.nhlbi.nih.gov/index.htm>. Click on ATP III cholesterol Guidelines under "Highlights."

- **Nutrition and Your Health: Dietary Guidelines for Americans**

This document provides recommendation about food choices which promote health and prevent disease. The guidelines, mandated by Congress, are revised every 5 years. The 2000 version of the guidelines, in English and several other languages, is available at <http://www.ars.usda.gov/dgac/dgacguidexp.htm>. Federal agencies are required to promote these guidelines. Reference to the guidelines is in the federal **Guidance to Surveyors**.

• **Malnutrition and COPD - Chronic Obstructive Plumonary Disease**

Screening method evaluated by nutrition status measurement can be used to detect malnourishment in chronic obstructive pulmonary disease. The results of this study confirm the frequent finding of malnutrition among patients with COPD and show that a simple screening sheet can be used to identify which patients need further nutrition assessment and treatment. COPD is a chronic disease included in the **HCFA Nutrition and Hydration Care Guide**. Inga Thorsdottir, PhD (COPD) Journal of the American Dietetic Association, June 2001, 648-54.

• **Influenza Vaccine Bulletin #2**

A copy of the bulletin issued by Centers for Disease Control and Prevention is included in this *Fact Sheet*. All health care facilities are encouraged to immunize both residents and staff.

ANE ISSUE STATISTICS 3/1/01 to 5/31/01
Hotline Calls Assigned for Investigation

<u>ANE Investigations</u>		<u>Care Issues Investigated</u>	
Total	440	Total	361
March	181	March	138
April	180	April	120
May	179	May	103

*Licensure Category	Correction Orders 2001 Quarters			
	1 st	2 nd	3 rd	4 th
Inadequate supervision	2			
Inadequate or inappropriate hygiene and skin care	3			
Inadequate or unqualified staffing	2			
Unsafe medication administration or storage	4			
Inadequate or inappropriate dietary/nutritional services	3			
General sanitation and safety	1			
Inadequate accounting of funds	1			
Inadequate administration	3			
Other:				
ANE issues	2			
Inappropriate admissions	1			
Resident Functional Capacity Screen	3			
Negotiated Service Agreement	8			
Health Care Services	6			
Inadequate documentation of resident records	1			
Civil Penalties	7			
Correction Orders	19			
Bans on Admission	8			

*A correction order or civil penalty may consist of multiple issues summarized within the licensure categories above.